

# 843 Response to Request for Quotation

Functional Group ID=**RR**

## Introduction:

This standard provides the format and establishes the data contents of a response to request for quotation transaction set. The response to request for quotation transaction set provides potential buyers with price, delivery schedule, and other terms from potential sellers of goods and services, in response to a request for such information.

## Notes:

*This implementation convention is SACONS application specific. "SACONS" includes the Army SAACONS version 2.5 and 2.6, SACONS Federal (Navy and Civilian Agencies), and Department of Interior IDEAS applications.*

*We have referenced SACONS specific information through out this documentation. For SACONS specific segment related notes, refer to the "Notes" field for each segment. SACONS specific data element notes are printed in italics, following the data element description.*

*Data Element Summary Legend - one of the following codes will appear to the left of each data element:*

*X = data element not used*

*>> = data element is mandatory*

*"blank" = data element is either optional or conditional*

## Heading:

	<u>Pos.</u> <u>No.</u>	<u>Seg.</u> <u>ID</u>	<u>Name</u>	<u>Req.</u> <u>Des.</u>	<u>Max.Use</u>	<u>Loop</u> <u>Repeat</u>	<u>Notes and</u> <u>Comments</u>
Must Use	010	ST	Transaction Set Header	M	1		
Must Use	020	BQR	Beginning Segment for Response to Request for Quotation	M	1		
	030	NTE	Note/Special Instruction	F	100		
	040	CUR	Currency	O	1		
	050	REF	Reference Numbers	O	12		
Not Used	060	PER	Administrative Communications Contact	O	3		
Not Used	070	TAX	Tax Reference	O	3		
	080	FOB	F.O.B. Related Instructions	O	1		
Not Used	090	CTP	Pricing Information	O	25		
Not Used	100	SSS	Special Services	O	25		
Not Used	110	CSH	Header Sale Condition	O	1		
Not Used	120	ITA	Allowance, Charge or Service	O	10		

	130	ITD	Terms of Sale/Deferred Terms of Sale	O	5	
Not Used	140	DIS	Discount Detail	O	20	
	150	DTM	Date/Time Reference	O	10	
	160	LDT	Lead Time	O	12	
Not Used	180	LIN	Item Identification	O	5	n1
Not Used	190	PID	Product/Item Description	O	200	
Not Used	200	MEA	Measurements	O	40	
	210	PWK	Paperwork	O	25	
	220	PKG	Marking, Packaging, Loading	O	25	
Not Used	230	TD1	Carrier Details (Quantity and Weight)	O	2	
Not Used	240	TD5	Carrier Details (Routing Sequence/Transit Time)	O	12	
Not Used	250	TD3	Carrier Details (Equipment)	O	12	
Not Used	260	TD4	Carrier Details (Special Handling, or Hazardous Materials, or Both)	O	5	
Not Used	270	MAN	Marks and Numbers	O	10	
Not Used	280	CTB	Restrictions/ Conditions	O	5	
LOOP ID - N9					1000	
Not Used	290	N9	Reference Number	O	1	
Not Used	300	MSG	Message Text	O	1000	
LOOP ID - N1					200	
Must Use	310	N1	Name	M	1	
	320	N2	Additional Name Information	O	2	
Must Use	330	N3	Address Information	M	2	
Must Use	340	N4	Geographic Location	M	1	
Not Used	350	REF	Reference Numbers	O	12	
Must Use	360	PER	Administrative Communications Contact	M	3	
Not Used	370	FOB	F.O.B. Related Instructions	O	1	
Not Used	380	TD1	Carrier Details (Quantity and Weight)	O	2	
Not Used	390	TD5	Carrier Details (Routing Sequence/Transit Time)	O	12	
Not Used	400	TD3	Carrier Details (Equipment)	O	12	
Not Used	410	TD4	Carrier Details (Special Handling, or Hazardous Materials, or Both)	O	5	
Not Used	420	PKG	Marking, Packaging, Loading	O	25	

## Detail:

Pos. No.	Seg. ID	Name	Req. Des.	Max.Use	Loop Repeat	Notes and Comments
LOOP ID - PO1					100000	
	010	PO1	Purchase Order Baseline Item Data	O	1	
Not Used	020	CUR	Currency	O	1	
	030	PO3	Additional Item Detail	O	25	
Not Used	040	CTP	Pricing Information	O	25	
Not Used	049	MEA	Measurements	O	40	
LOOP ID - PID					1000	
	050	PID	Product/Item Description	O	1	
	060	MEA	Measurements	O	10	

Not Used	070	PWK	Paperwork	O	25	
Not Used	080	PKG	Marking, Packaging, Loading	O	25	
	090	PO4	Item Physical Details	O	1	
	100	REF	Reference Numbers	O	12	
Not Used	110	PER	Administrative Communications Contact	O	3	
Not Used	120	SSS	Special Services	O	25	
Not Used	130	ITA	Allowance, Charge or Service	O	10	
Not Used	140	IT8	Conditions of Sale	O	1	
Not Used	150	ITD	Terms of Sale/Deferred Terms of Sale	O	2	
Not Used	160	DIS	Discount Detail	O	20	
Not Used	170	TAX	Tax Reference	O	3	
	180	FOB	F.O.B. Related Instructions	O	1	
Not Used	190	SDQ	Destination Quantity	O	50	
	200	DTM	Date/Time Reference	O	10	
Not Used	210	LDT	Lead Time	O	12	
	220	SCH	Line Item Schedule	O	104	n2
Not Used	230	FST	Forecast Schedule	O	5	
Not Used	240	TD1	Carrier Details (Quantity and Weight)	O	1	
Not Used	250	TD5	Carrier Details (Routing Sequence/Transit Time)	O	12	
Not Used	260	TD3	Carrier Details (Equipment)	O	12	
Not Used	270	TD4	Carrier Details (Special Handling, or Hazardous Materials, or Both)	O	5	
Not Used	280	MAN	Marks and Numbers	O	10	
Not Used	290	CTB	Restrictions/ Conditions	O	5	
LOOP ID - CST					100	
Not Used	300	CST	Cost Analysis	O	1	
Not Used	310	PID	Product/Item Description	O	1	
Not Used	320	CUR	Currency	O	1	
Not Used	330	DTM	Date/Time/Period	O	2	
LOOP ID - SLN					1000	
Not Used	340	SLN	Subline Item Detail	O	1	
Not Used	350	PID	Product/Item Description	O	1000	
LOOP ID - CST					100	
Not Used	360	CST	Cost Analysis	O	1	
Not Used	370	PID	Product/Item Description	O	1	
Not Used	380	CUR	Currency	O	1	
Not Used	390	DTM	Date/Time/Period	O	2	
LOOP ID - N9					1000	
Not Used	400	N9	Reference Number	O	1	
Not Used	410	MSG	Message Text	O	1000	
LOOP ID - N1					200	
Not Used	420	N1	Name	O	1	
Not Used	430	N2	Additional Name Information	O	2	
Not Used	440	N3	Address Information	O	2	
Not Used	450	N4	Geographic Location	O	1	

Not Used	460	REF	Reference Numbers	O	12	
Not Used	470	PER	Administrative Communications Contact	O	3	
Not Used	480	FOB	F.O.B. Related Instructions	O	1	
Not Used	490	TD1	Carrier Details (Quantity and Weight)	O	2	
Not Used	500	TD5	Carrier Details (Routing Sequence/Transit Time)	O	12	
Not Used	510	TD3	Carrier Details (Equipment)	O	12	
Not Used	520	TD4	Carrier Details (Special Handling, or Hazardous Materials, or Both)	O	5	
Not Used	530	PKG	Marking, Packaging, Loading	O	25	

## Summary:

	<u>Pos.</u> <u>No.</u>	<u>Seg.</u> <u>ID</u>	<u>Name</u>	<u>Req.</u> <u>Des.</u>	<u>Max.Use</u>	<u>Loop</u> <u>Repeat</u>	<u>Notes and</u> <u>Comments</u>
Must Use	010	CTT	Transaction Totals	M	1		n3
	015	AMT	Monetary Amount	O	1		
Must Use	020	SE	Transaction Set Trailer	M	1		

## Transaction Set Notes

1. If segment LIN is used, do not use LIN01.
2. The SCH segment is used to specify various quantities of items ordered that are to be scheduled. When this segment is used the unit of measurement code (SCH02) should always be identical to the unit of measurement code in the associated PO1 segment (PO103) and the sum of values of quantity (SCH01) should always equal the quantity ordered (PO102) in the PO1 segment.
3. Number of line items (CTT01) is the accumulation of the number of PO1 segments. If used, hash total (CTT02) is the sum of the value of quantities ordered (PO102) for each PO1 segment.

**Segment:** **ST** Transaction Set Header  
**Position:** 010  
**Loop:**  
**Level:** Heading  
**Usage:** Mandatory  
**Max Use:** 1  
**Purpose:** To indicate the start of a transaction set and to assign a control number  
**Syntax Notes:**  
**Semantic Notes:**  
**Comments:** 1 The transaction set identifier (ST01) is intended for use by the translation routines of the interchange partners to select the appropriate transaction set definition (e.g., 810 selects the invoice transaction set).

#### Data Element Summary

	<b>Ref.</b>	<b>Data</b>	<b>Name</b>	<b>Attributes</b>
	<b><u>Des.</u></b>	<b><u>Element</u></b>		
<b>Must Use</b>	<b>ST01</b>	<b>143</b>	<b>Transaction Set Identifier Code</b>	<b>M ID 3/3</b>
			Code uniquely identifying a Transaction Set	
		843	X12.8 Response to Request for Quotation	
<b>Must Use</b>	<b>ST02</b>	<b>329</b>	<b>Transaction Set Control Number</b>	<b>M AN 4/9</b>
			Identifying control number assigned by the originator for a transaction set.	

**Segment:** **BQR** Beginning Segment for Response to Request for Quotation  
**Position:** 020  
**Loop:**  
**Level:** Heading  
**Usage:** Mandatory  
**Max Use:** 1  
**Purpose:** To indicate the beginning of a Response to Request for Quote Transaction Set and transmit identifying numbers and dates  
**Syntax Notes:** 1 If BQR05 is present, then BQR04 is required.  
**Semantic Notes:**  
**Comments:**

#### Data Element Summary

	<u>Ref.</u>	<u>Data</u>	<u>Name</u>	<u>Attributes</u>
	<u>Des.</u>	<u>Element</u>		
Must Use	BQR01	353	Transaction Set Purpose Code	M ID 2/2
			Code identifying purpose of transaction set	
			<i>Codes 02 Add and 03 delete are not accepted by SACONS.</i>	
			<i>Adds and deletes to the 00 original should be sent as a 04 change.</i>	
			<i>04 changes MUST contain all the information sent in the 00 original , in addition to the changes.</i>	
			00 Original	
			01 Cancellation	
			04 Change	
			07 Duplicate	
Must Use	BQR02	586	Request for Quote Reference Number	M AN 1/45
			Number assigned by the purchaser to identify his request for quote	
			<i>RFQ Number</i>	
Must Use	BQR03	652	Request Quotation Control Date	M DT 6/6
			Date to be used for reference purposes in an RFQ and a response to RFQ.	
			<i>Proposal Due Date</i>	
	BQR04	374	Date/Time Qualifier	C ID 3/3
			Code specifying type of date or time, or both date and time	
			098 Bid (Effective)	
	BQR05	373	Date	O DT 6/6
			Date (YYMMDD)	
	BQR06	379	Bid Type Response Code	O ID 2/2
			Code indicating the type of response to the request for bid or quote	
			AB Alternate Bid	
			BI Bid Without Exception	

UQ

Unable to Quote

**Segment:** **NTE** Note/Special Instruction  
**Position:** 030  
**Loop:**  
**Level:** Heading  
**Usage:** Floating  
**Max Use:** 100  
**Purpose:** To transmit information in a free-form format, if necessary, for comment or special instruction

**Syntax Notes:**  
**Semantic Notes:**

**Comments:** 1 The NTE segment permits free-form information/data which, under ANSI X12 standard implementations, is not machine processable. The use of the NTE segment should therefore be avoided, if at all possible, in an automated environment.

#### Data Element Summary

Ref.	Data			
<u>Des.</u>	<u>Element</u>	<u>Name</u>	<u>Attributes</u>	
NTE01	363	Note Reference Code	O	ID 3/3
		Code identifying the functional area or purpose for which the note applies		
		<i>Messages are sent to sites as vendor comments.</i>		
		GEN	Entire Transaction Set	
Must Use	NTE02	3 Free Form Message	M	AN 1/60
		Free-form text		
		<i>Messages are sent to sites as vendor comments.</i>		



<b>Segment:</b>	<b>CUR</b> Currency
<b>Position:</b>	040
<b>Loop:</b>	
<b>Level:</b>	Heading
<b>Usage:</b>	Optional
<b>Max Use:</b>	1
<b>Purpose:</b>	To specify the currency (dollars, pounds, francs, etc.) used in a transaction
<b>Syntax Notes:</b>	<ol style="list-style-type: none"> <li>1 If CUR08 is present, then CUR07 is required.</li> <li>2 If CUR09 is present, then CUR07 is required.</li> <li>3 If CUR11 is present, then CUR10 is required.</li> <li>4 If CUR12 is present, then CUR10 is required.</li> <li>5 If CUR14 is present, then CUR13 is required.</li> <li>6 If CUR15 is present, then CUR13 is required.</li> <li>7 If CUR17 is present, then CUR16 is required.</li> <li>8 If CUR18 is present, then CUR16 is required.</li> <li>9 If CUR20 is present, then CUR19 is required.</li> <li>10 If CUR21 is present, then CUR19 is required.</li> </ol>
<b>Semantic Notes:</b>	
<b>Comments:</b>	<ol style="list-style-type: none"> <li>1 Monetary values are assumed to be expressed in the currency of the country of the transaction originator unless the optional CUR segment is used to specify a different currency. The CUR segment also permits the transaction originator to indicate a specific exchange rate, foreign exchange location and date/time as the basis for a currency conversion. Example 1. Assuming the currency of the transaction originator is U.S. dollars, the following CUR segment, when used in the heading area of a transaction, would indicate that all monetary values appearing in the transaction are expressed in Canadian Dollars (CAD). (In this example the exchange rate is at the discretion of the receiver). CUR*BY*CAD*N/L Example 2. Assuming the currency of the transaction originator is U.S. dollars, the following CUR segment, when used in the detail area of a transaction, describes a currency conversion for that particular item from U.S. dollars to Canadian dollars. It also indicates that a specific exchange rate, at a specified foreign exchange location on a given date/time be used as the basis for the currency conversion. Notes below the diagram describe the meaning of the element values. CUR*BY*USD*1.20*SE*CAD*NY*007*840821*1400 N/L <ol style="list-style-type: none"> <li>1 2 3 4 1. Identifies the buyer's (BY) currency as U.S. dollars (USD). 2. The multiplier (1.20) is the exchange rate factor for the conversion. 3. Identifies the seller's (SE) currency as Canadian dollars (CAD). 4. Indicates the basis for the exchange rate as the New York Foreign Exchange (NY) and the effective date/time (007) as August 21, 1984 (840821) at 2:00 P.M. (1400). The value for this item is to be converted to Canadian dollars (CAD) at the exchange rate of 1.20, based on the New York Foreign Exchange (NY) at 2:00 P.M. (1400) on August 21, 1984. The actual unit price conversion for the item would be: The unit price value 7.50 (U.S. dollars) multiplied by the exchange rate (1.20) equals 9.00 Canadian dollars (7.50 X 1.20 = 9.00) CUR07 through CUR21 provide for five (5) dates/times relating to the currency conversion, i.e., effective date, expiration date, etc.</li> </ol> </li> </ol>

## Data Element Summary

	<u>Ref.</u>	<u>Data</u>	<u>Name</u>	<u>Attributes</u>
	<u>Des.</u>	<u>Element</u>		
Must Use	CUR01	98	<b>Entity Identifier Code</b>	<b>M ID 2/2</b>
			Code identifying an organizational entity or a physical location.	
			<i>If entered by vendor, will be sent to sites as free form vendor comments.</i>	
			BY Buying Party (Purchaser)	
			SE Selling Party	
Must Use	CUR02	100	<b>Currency Code</b>	<b>M ID 3/3</b>
			Code (Standard ISO) for country in whose currency the charges are specified	
			<i>If entered by vendor, will be sent to sites as free form vendor comments.</i>	
	CUR03	280	<b>Exchange Rate</b>	<b>O R 4/6</b>
			Value to be used as a multiplier conversion factor to convert monetary value from one currency to another	
			<i>If entered by vendor, will be sent to sites as free form vendor comments.</i>	
	CUR04	98	<b>Entity Identifier Code</b>	<b>O ID 2/2</b>
			Code identifying an organizational entity or a physical location.	
			<i>If entered by vendor, will be sent to sites as free form vendor comments.</i>	
			BY Buying Party (Purchaser)	
			SE Selling Party	
	CUR05	100	<b>Currency Code</b>	<b>O ID 3/3</b>
			Code (Standard ISO) for country in whose currency the charges are specified	
			<i>If entered by vendor, will be sent to sites as free form vendor comments.</i>	
	CUR06	669	<b>Currency Market/Exchange Code</b>	<b>O ID 3/3</b>
			Code identifying the market upon which the currency exchange rate is based	
			<i>If entered by vendor, will be sent to sites as free form vendor comments.</i>	
			Refer to 003010 Data Element Dictionary for acceptable code values.	
	CUR07	374	<b>Date/Time Qualifier</b>	<b>C ID 3/3</b>
			Code specifying type of date or time, or both date and time	
			<i>If entered by vendor, will be sent to sites as free form vendor comments.</i>	
			007 Effective	
			036 Expiration	
			Date coverage expires	
	CUR08	373	<b>Date</b>	<b>O DT 6/6</b>
			Date (YYMMDD)	
			<i>If entered by vendor, will be sent to sites as free form vendor comments.</i>	
	CUR09	337	<b>Time</b>	<b>O TM 4/4</b>
			Time expressed in 24-hour clock time (HHMMSS) (Time range: 000000	

through 235959)

*If entered by vendor, will be sent to sites as free form vendor comments.*

Not Used	CUR10	374	<b>Date/Time Qualifier</b>	<b>C</b>	<b>ID 3/3</b>	Code specifying type of date or time, or both date and time Refer to 003010 Data Element Dictionary for acceptable code values.
Not Used	CUR11	373	<b>Date</b>	<b>O</b>	<b>DT 6/6</b>	Date (YYMMDD)
Not Used	CUR12	337	<b>Time</b>	<b>O</b>	<b>TM 4/4</b>	Time expressed in 24-hour clock time (HHMMSS) (Time range: 000000 through 235959)
Not Used	CUR13	374	<b>Date/Time Qualifier</b>	<b>C</b>	<b>ID 3/3</b>	Code specifying type of date or time, or both date and time Refer to 003010 Data Element Dictionary for acceptable code values.
Not Used	CUR14	373	<b>Date</b>	<b>O</b>	<b>DT 6/6</b>	Date (YYMMDD)
Not Used	CUR15	337	<b>Time</b>	<b>O</b>	<b>TM 4/4</b>	Time expressed in 24-hour clock time (HHMMSS) (Time range: 000000 through 235959)
Not Used	CUR16	374	<b>Date/Time Qualifier</b>	<b>C</b>	<b>ID 3/3</b>	Code specifying type of date or time, or both date and time Refer to 003010 Data Element Dictionary for acceptable code values.
Not Used	CUR17	373	<b>Date</b>	<b>O</b>	<b>DT 6/6</b>	Date (YYMMDD)
Not Used	CUR18	337	<b>Time</b>	<b>O</b>	<b>TM 4/4</b>	Time expressed in 24-hour clock time (HHMMSS) (Time range: 000000 through 235959)
Not Used	CUR19	374	<b>Date/Time Qualifier</b>	<b>C</b>	<b>ID 3/3</b>	Code specifying type of date or time, or both date and time Refer to 003010 Data Element Dictionary for acceptable code values.
Not Used	CUR20	373	<b>Date</b>	<b>O</b>	<b>DT 6/6</b>	Date (YYMMDD)
Not Used	CUR21	337	<b>Time</b>	<b>O</b>	<b>TM 4/4</b>	Time expressed in 24-hour clock time (HHMMSS) (Time range: 000000 through 235959)

**Segment:** **REF** Reference Numbers  
**Position:** 050  
**Loop:**  
**Level:** Heading  
**Usage:** Optional  
**Max Use:** 12  
**Purpose:** To specify identifying numbers.  
**Syntax Notes:** 1 At least one of REF02 or REF03 is required.  
**Semantic Notes:**  
**Comments:**

#### Data Element Summary

	<u>Ref.</u>	<u>Data</u>	<u>Name</u>	<u>Attributes</u>
	<u>Des.</u>	<u>Element</u>		
Must Use	REF01	128	<b>Reference Number Qualifier</b> Code qualifying the Reference Number. <i>If entered by vendor, will be sent to sites as free form vendor comments.</i>	<b>M ID 2/2</b>
			65 Total Order Cycle Number	
			CR Customer Reference Number	
			CT Contract Number	
			PR Price Quote Number	
	REF02	127	<b>Reference Number</b> Reference number or identification number as defined for a particular Transaction Set, or as specified by the Reference Number Qualifier. <i>If entered by vendor, will be sent to sites as free form vendor comments.</i>	<b>C AN 1/30</b>
	REF03	352	<b>Description</b> A free-form description to clarify the related data elements and their content <i>If entered by vendor, will be sent to sites as free form vendor comments.</i>	<b>C AN 1/80</b>

**Segment:** **FOB** F.O.B. Related Instructions

**Position:** 080

**Loop:**

**Level:** Heading

**Usage:** Optional

**Max Use:** 1

**Purpose:** To specify transportation instructions relating to shipment

**Syntax Notes:**

- 1 If FOB03 is present, then FOB02 is required.
- 2 If FOB04 is present, then FOB05 is required.
- 3 If FOB07 is present, then FOB06 is required.
- 4 If FOB08 is present, then FOB09 is required.

**Semantic Notes:**

**Comments:**

- 1 FOB01 indicates which party will pay the carrier.
- 2 FOB02 is the code specifying transportation responsibility location.
- 3 FOB06 is the code specifying title passage location.
- 4 FOB08 is the code specifying the point at which the risk of loss transfers. This may be different than the location specified in FOB02/FOB03 and FOB06/FOB07.

**Data Element Summary**

	<u>Ref.</u>	<u>Data</u>	<u>Element</u>	<u>Name</u>	<u>Attributes</u>
Must Use	FOB01	146		<b>Shipment Method of Payment</b>	<b>M ID 2/2</b>
				Code identifying payment terms for transportation charges	
				<i>Not used as specified but can be sent as free form vendor comments.</i>	
				DF Defined by Buyer and Seller	
	FOB02	309		<b>Location Qualifier</b>	<b>C ID 1/2</b>
				Code identifying type of location	
				<i>Not used as specified but can be sent as free form vendor comments.</i>	
				OR Origin (Shipping Point)	
				ZZ Mutually Defined	
	FOB03	352		<b>Description</b>	<b>O AN 1/80</b>
				A free-form description to clarify the related data elements and their content	
				<i>Not used as specified but can be sent as free form vendor comments.</i>	
Not Used	FOB04	334		<b>Transportation Terms Qualifier Code</b>	<b>O ID 2/2</b>
				Code identifying the source of the transportation terms	
				Refer to 003010 Data Element Dictionary for acceptable code values.	
Not Used	FOB05	335		<b>Transportation Terms Code</b>	<b>C ID 3/3</b>
				Code identifying the trade terms which apply to the shipment transportation responsibility	
				Refer to 003010 Data Element Dictionary for acceptable code values.	
Not Used	FOB06	309		<b>Location Qualifier</b>	<b>C ID 1/2</b>

			Code identifying type of location Refer to 003010 Data Element Dictionary for acceptable code values.	
<b>Not Used</b>	<b>FOB07</b>	<b>352</b>	<b>Description</b> A free-form description to clarify the related data elements and their content	<b>O AN 1/80</b>
<b>Not Used</b>	<b>FOB08</b>	<b>54</b>	<b>Risk of Loss Qualifier</b> Code specifying where responsibility for risk of loss passes Refer to 003010 Data Element Dictionary for acceptable code values.	<b>O ID 2/2</b>
<b>Not Used</b>	<b>FOB09</b>	<b>352</b>	<b>Description</b> A free-form description to clarify the related data elements and their content	<b>C AN 1/80</b>

**Segment:** **ITD** Terms of Sale/Deferred Terms of Sale

**Position:** 130

**Loop:**

**Level:** Heading

**Usage:** Optional

**Max Use:** 5

**Purpose:** To specify terms of sale

**Syntax Notes:**

- 1 If ITD03 is present, then at least one of ITD04 ITD05 or ITD13 is required.
- 2 If ITD08 is present, then at least one of ITD04 ITD05 or ITD13 is required.
- 3 If ITD09 is present, then at least one of ITD10 or ITD11 is required.

**Semantic Notes:**

**Comments:** 1 If the code in ITD01 is 04, then ITD09 is required and either ITD11 or ITD12 is required. If the code in ITD01 equals 05, then ITD06 or ITD07 is required.

**Notes:** *ITD 03, 05 and 07 are required by SACONS if they apply.*

#### Data Element Summary

Ref.	Data		
<u>Des.</u>	<u>Element</u>	<u>Name</u>	<u>Attributes</u>
ITD01	336	<b>Terms Type Code</b>	<b>O ID 2/2</b>
		Code identifying type of payment terms	
		08 Basic Discount Offered	
ITD02	333	<b>Terms Basis Date Code</b>	<b>O ID 1/2</b>
		Code identifying the beginning of the terms period	
		Refer to 003010 Data Element Dictionary for acceptable code values.	
ITD03	338	<b>Terms Discount Percent</b>	<b>O R 1/6</b>
		Terms discount percentage, expressed as a percent, available to the purchaser if an invoice is paid on or before the Terms Discount Due Date	
		<i>Vendor discount. Required, if applicable.</i>	
ITD04	370	<b>Terms Discount Due Date</b>	<b>C DT 6/6</b>
		Date payment is due if discount is to be earned	
		<i>Days due discount</i>	
ITD05	351	<b>Terms Discount Days Due</b>	<b>C N0 1/3</b>
		Number of days in the terms discount period by which payment is due if terms discount is earned	
		<i>Days due discount. Required, if applicable.</i>	
Not Used	ITD06	446 <b>Terms Net Due Date</b>	<b>O DT 6/6</b>
		Date when total invoice amount becomes due	
	ITD07	386 <b>Terms Net Days</b>	<b>O N0 1/3</b>
		Number of days until total invoice amount is due (discount not applicable)	
		<i>Net due days. Required, if applicable.</i>	
	ITD08	362 <b>Terms Discount Amount</b>	<b>O N2 1/10</b>
		Total amount of terms discount	

			Net due days	
Not Used	ITD09	388	Terms Deferred Due Date	O DT 6/6
			Date deferred payment or percent of invoice payable is due	
Not Used	ITD10	389	Deferred Amount Due	C N2 1/10
			Deferred amount due for payment	
Not Used	ITD11	342	Percent of Invoice Payable	C R 1/5
			Amount of invoice payable expressed in percent	
Not Used	ITD12	352	Description	O AN 1/80
			A free-form description to clarify the related data elements and their content	
	ITD13	765	Day of Month	C N0 1/2
			The numeric value of the day of the month between 1 and the maximum day of the month being referenced	
Not used as specified but can be sent as free form vendor comments.				
	ITD14	107	Payment Method Code	O ID 1/1
			Code identifying type of payment procedures	
Not used as specified but can be sent as free form vendor comments.				
Refer to 003010 Data Element Dictionary for acceptable code values.				



**Segment:** **DTM** Date/Time Reference  
**Position:** 150  
**Loop:**  
**Level:** Heading  
**Usage:** Optional  
**Max Use:** 10  
**Purpose:** To specify pertinent dates and times  
**Syntax Notes:** 1 At least one of DTM02 or DTM03 is required.  
**Semantic Notes:**  
**Comments:**

#### Data Element Summary

	<u>Ref.</u>	<u>Data</u>	<u>Name</u>	<u>Attributes</u>
	<u>Des.</u>	<u>Element</u>		
Must Use	DTM01	374	<b>Date/Time Qualifier</b>	<b>M ID 3/3</b>
			Code specifying type of date or time, or both date and time	
			<i>If entered by vendor, will be sent to sites as free form vendor comments.</i>	
			001 Cancel After	
			036 Expiration	
			Date coverage expires	
			075 Promised for Delivery (Prior to and Including)	
	DTM02	373	<b>Date</b>	<b>C DT 6/6</b>
			Date (YYMMDD)	
			<i>Not used as specified but can be sent as free form vendor comments.</i>	
Not Used	DTM03	337	<b>Time</b>	<b>C TM 4/4</b>
			Time expressed in 24-hour clock time (HHMMSS) (Time range: 000000 through 235959)	
Not Used	DTM04	623	<b>Time Code</b>	<b>O ID 2/2</b>
			Code identifying the time. In accordance with International Standards Organization standard 8601, time can be specified by a + or - and an indication in hours in relation to Universal Time Coordinate (UTC) time; since + is a restricted character, + and - are substituted by P and M in the codes that follow	
			Refer to 003010 Data Element Dictionary for acceptable code values.	

**Segment:** **LDT** Lead Time  
**Position:** 160  
**Loop:**  
**Level:** Heading  
**Usage:** Optional  
**Max Use:** 12  
**Purpose:** To specify lead time for availability of products and services  
**Syntax Notes:**  
**Semantic Notes:**  
**Comments:** 1 LDT04 is the effective date of lead time information.

Data Element Summary				
	Ref.	Data		
	<u>Des.</u>	<u>Element</u>	<u>Name</u>	<u>Attributes</u>
Must Use	LDT01	345	Lead Time Code	M ID 2/2
			Code indicating the time range	
			<i>Not used as specified but can be sent as free form vendor comments.</i>	
			AF	From date of PO receipt to delivery
Must Use	LDT02	380	Quantity	M R 1/10
			Numeric value of quantity	
			<i>Not used as specified but can be sent as free form vendor comments.</i>	
Must Use	LDT03	344	Unit of Time Period or Interval	M ID 2/2
			Code indicating the time period or interval	
			<i>Not used as specified but can be sent as free form vendor comments.</i>	
			DA	Calendar Days
Not Used	LDT04	373	Date	O DT 6/6
			Date (YYMMDD)	

**Segment:** **PWK** Paperwork  
**Position:** 210  
**Loop:**  
**Level:** Heading  
**Usage:** Optional  
**Max Use:** 25  
**Purpose:** To specify the type and transmission of paperwork relating to a product, order or report.

**Syntax Notes:** 1 If either PWK05 or PWK06 is present, then the other is required.

**Semantic Notes:**

- Comments:**
- 1 PWK05 and PWK06 may be used to identify the addressee by a code number.
  - 2 PWK07 may be used to indicate special information to be shown on the specified report.
  - 3 PWK08 may be used to indicate action pertaining to a report.

**Notes:** *PWK04 is required by SACONS if total value of quote exceeds \$10,000.*

#### Data Element Summary

	Ref.	Data			
	<u>Des.</u>	<u>Element</u>	<u>Name</u>		<u>Attributes</u>
Must Use	PWK01	755	Report Type Code		M ID 2/2
			Code indicating the title and/or contents of a document or report.		
			<i>Not used as specified but can be sent as free form vendor comments.</i>		
			FD	Federal Specification Compliance	
Must Use	PWK02	756	Report Transmission Code		M ID 2/2
			Code defining timing, transmission method or format by which reports are to be sent		
			<i>Not used as specified but can be sent as free form vendor comments.</i>		
			EL	Electronically Only	
Not Used	PWK03	757	Report Copies Needed		O N0 1/2
			The number of copies of a report that should be sent to the addressee		
	PWK04	98	Entity Identifier Code		O ID 2/2
			Code identifying an organizational entity or a physical location.		
			<i>Required if total value of quote exceeds \$10,000 in accordance with the Walsh-Healy Act..</i>		
			DL	Dealer	
			DS	Distributor	
			MF	Manufacturer of Goods	
Not Used	PWK05	66	Identification Code Qualifier		C ID 1/2
			Code designating the system/method of code structure used for Identification Code (67)		
			Refer to 003010 Data Element Dictionary for acceptable code values.		
Not Used	PWK06	67	Identification Code		C ID 2/17
			Code identifying a party.		

	<b>PWK07</b>	<b>352</b>	<b>Description</b>	<b>O AN 1/80</b>
			A free-form description to clarify the related data elements and their content	
			<i>Not used as specified but can be sent as free form vendor comments.</i>	
<b>Not Used</b>	<b>PWK08</b>	<b>704</b>	<b>Paperwork/Report Action Code</b>	<b>O ID 1/2</b>
			Code specifying how the paperwork or report that is identified in the PWK segment relates to the transaction set or to identify the action that is required	
			Refer to 003010 Data Element Dictionary for acceptable code values.	

<b>Segment:</b>	<b>PKG</b> Marking, Packaging, Loading
<b>Position:</b>	220
<b>Loop:</b>	
<b>Level:</b>	Heading
<b>Usage:</b>	Optional
<b>Max Use:</b>	25
<b>Purpose:</b>	To describe marking, packaging, loading, and unloading requirements
<b>Syntax Notes:</b>	<ol style="list-style-type: none"> <li>1 If PKG04 is present, then PKG03 is required.</li> <li>2 At least one of PKG04 or PKG05 is required.</li> </ol>
<b>Semantic Notes:</b>	
<b>Comments:</b>	<ol style="list-style-type: none"> <li>1 Use the MEA (Measurements) Segment to define dimensions, tolerances, weights, counts, physical restrictions, etc.</li> <li>2 PKG01 relates only to PKG04 and PKG05.</li> <li>3 Use PKG03 to indicate the organization that publishes the code list being referred to.</li> <li>4 PKG04 should be used for industry-specific packaging description codes.</li> <li>5 Special marking or tagging data can be given in PKG05 (description).</li> </ol>

Data Element Summary				
	Ref.	Data		
	<u>Des.</u>	<u>Element</u>	<u>Name</u>	<u>Attributes</u>
Must Use	PKG01	349	Item Description Type	M ID 1/1
			Code indicating the format of a description	
			<i>Not used as specified but can be sent as free form vendor comments.</i>	
			F Free-form	
			S Structured (From Industry Code List)	
	PKG02	753	Packaging Characteristic Code	O ID 1/5
			Code specifying the marking, packaging, loading and related characteristics being described	
			<i>Not used as specified but can be sent as free form vendor comments.</i>	
			Refer to 003010 Data Element Dictionary for acceptable code values.	
	PKG03	559	Agency Qualifier Code	C ID 2/2
			Code identifying the agency assigning the code values	
			<i>Not used as specified but can be sent as free form vendor comments.</i>	
			DD Department of Defense	
			Responsible for Military Specification	
	PKG04	754	Packaging Description Code	C ID 1/7
			A code from an industry code list which provides specific data about the marking, packaging or loading and unloading of a product	
			<i>Not used as specified but can be sent as free form vendor comments.</i>	
	PKG05	352	Description	C AN 1/80
			A free-form description to clarify the related data elements and their content	

*Not used as specified but can be sent as free form vendor comments.*

**Segment:** **N1** Name  
**Position:** 310  
**Loop:** N1 Mandatory  
**Level:** Heading  
**Usage:** Mandatory  
**Max Use:** 1  
**Purpose:** To identify a party by type of organization, name, and code  
**Syntax Notes:** 1 At least one of N102 or N103 is required.  
2 If either N103 or N104 is present, then the other is required.  
**Semantic Notes:**  
**Comments:** 1 This segment, used alone, provides the most efficient method of providing organizational identification. To obtain this efficiency the "ID Code" (N104) must provide a key to the table maintained by the transaction processing party.  
**Notes:** *Vendor address is required.*  
*Not mandatory per X12. Required by SACONS.*

#### Data Element Summary

	<u>Ref.</u>	<u>Data</u>	<u>Element</u>	<u>Name</u>	<u>Attributes</u>
Must Use	N101	98	Entity Identifier Code		M ID 2/2
			Code identifying an organizational entity or a physical location.		
			AG	Agent/Agency	
			SE	Selling Party	
			ZZ	Mutually Defined	
Must Use	N102	93	Name		C AN 1/35
			Free-form name		
Must Use	N103	66	Identification Code Qualifier		C ID 1/2
			Code designating the system/method of code structure used for Identification Code (67)		
			33	Commercial and Government Entity (CAGE)	
			ZZ	Mutually Defined	
Must Use	N104	67	Identification Code		C ID 2/17
			Code identifying a party.		
			<i>Vendor ID (not to exceed 5 character in length due to application limitations) or CAGE codes, as assigned by DLSC (Defense Logistics Services Center).</i>		

**Segment:** **N2** Additional Name Information  
**Position:** 320  
**Loop:** N1 Mandatory  
**Level:** Heading  
**Usage:** Optional  
**Max Use:** 2  
**Purpose:** To specify additional names or those longer than 35 characters in length  
**Syntax Notes:**  
**Semantic Notes:**  
**Comments:**  
**Notes:** *Required, if applicable.*

Data Element Summary				
	<u>Ref.</u> <u>Des.</u>	<u>Data</u> <u>Element</u>	<u>Name</u>	<u>Attributes</u>
Must Use	N201	93	Name	M AN 1/35
			Free-form name <i>Address line</i>	
	N202	93	Name	O AN 1/35
			Free-form name <i>Address line</i>	



**Segment:** **N3** Address Information  
**Position:** 330  
**Loop:** N1 Mandatory  
**Level:** Heading  
**Usage:** Mandatory  
**Max Use:** 2  
**Purpose:** To specify the location of the named party  
**Syntax Notes:**  
**Semantic Notes:**  
**Comments:**  
**Notes:** *Not mandatory per X12. Required by SACONS.*

Data Element Summary				
	<b>Ref.</b>	<b>Data</b>	<b>Name</b>	<b>Attributes</b>
	<b><u>Des.</u></b>	<b><u>Element</u></b>		
Must Use	N301	166	Address Information	M AN 1/35
			Address information	
			<i>Address line</i>	
Must Use	N302	166	Address Information	O AN 1/35
			Address information	
			<i>Required if applicable.</i>	

**Segment:** **N4 Geographic Location**

**Position:** 340

**Loop:** N1 Mandatory

**Level:** Heading

**Usage:** Mandatory

**Max Use:** 1

**Purpose:** To specify the geographic place of the named party

- Syntax Notes:**
- 1 At least one of N401 or N405 is required.
  - 2 If N401 is present, then N402 is required.
  - 3 If either N405 or N406 is present, then the other is required.

**Semantic Notes:**

- Comments:**
- 1 A combination of either N401 through N404, or N405 and N406 may be adequate to specify a location.
  - 2 N402 is required only if city name (N401) is in the USA or Canada.

**Notes:** *Not mandatory per X12. Required by SACONS.*

**Data Element Summary**

	<b>Ref.</b>	<b>Data</b>	<b>Attributes</b>
	<b>Des.</b>	<b>Element Name</b>	
<b>Must Use</b>	<b>N401</b>	<b>19 City Name</b> Free-form text for city name <i>City</i>	<b>C AN 2/19</b>
<b>Must Use</b>	<b>N402</b>	<b>156 State or Province Code</b> Code (Standard State/Province) as defined by appropriate government agency <i>State</i>	<b>C ID 2/2</b>
<b>Must Use</b>	<b>N403</b>	<b>116 Postal Code</b> Code defining international postal zone code excluding punctuation and blanks (zip code for United States) <i>Postal Code</i>	<b>O ID 4/9</b>
<b>Must Use</b>	<b>N404</b>	<b>26 Country Code</b> Code identifying the country	<b>O ID 2/2</b>
<b>Not Used</b>	<b>N405</b>	<b>309 Location Qualifier</b> Code identifying type of location Refer to 003010 Data Element Dictionary for acceptable code values.	<b>C ID 1/2</b>
<b>Not Used</b>	<b>N406</b>	<b>310 Location Identifier</b> Code which identifies a specific location	<b>C AN 1/25</b>

**Segment:** **PER** Administrative Communications Contact  
**Position:** 360  
**Loop:** N1 Mandatory  
**Level:** Heading  
**Usage:** Mandatory  
**Max Use:** 3  
**Purpose:** To identify a person or office to whom administrative communications should be directed  
**Syntax Notes:** 1 If PER03 is present, then PER04 is required.

**Semantic Notes:**

**Comments:**

**Notes:** *The PER segment is not mandatory per X12, but is required by SACONS.*

### Data Element Summary

	Ref.	Data			
	<u>Des.</u>	<u>Element</u>	<u>Name</u>		<u>Attributes</u>
Must Use	PER01	366	Contact Function Code		M ID 2/2
			Code identifying the major duty or responsibility of the person or group named		
			SU Supplier Contact		
Must Use	PER02	93	Name		O AN 1/35
			Free-form name		
			<i>POC name is required by SACONS. PER02 cannot exceed 20 characters in length due to application limitations.</i>		
Must Use	PER03	365	Communication Number Qualifier		O ID 2/2
			Code identifying the type of communication number		
			EM Electronic Mail		
			<i>If provided, will appear as vendor comments.</i>		
			FX Facsimile		
			TE Telephone		
Must Use	PER04	364	Communication Number		C AN 7/21
			Complete communications number including country or area code when applicable		
			<i>POC phone number is required by SACONS. PER04 cannot exceed 20 characters in length due to application limitations.</i>		

<b>Segment:</b>	<b>PO1</b>	<b>Purchase Order Baseline Item Data</b>
<b>Position:</b>	010	
<b>Loop:</b>	PO1	Optional
<b>Level:</b>	Detail	
<b>Usage:</b>	Optional	
<b>Max Use:</b>	1	
<b>Purpose:</b>	To specify basic and most frequently used purchase order line item data	
<b>Syntax Notes:</b>	<ol style="list-style-type: none"> <li>1 If PO105 is present, then PO104 is required.</li> <li>2 If PO106 is present, then PO107 is required.</li> <li>3 If PO108 is present, then PO109 is required.</li> <li>4 If PO110 is present, then PO111 is required.</li> <li>5 If PO112 is present, then PO113 is required.</li> <li>6 If PO114 is present, then PO115 is required.</li> <li>7 If PO116 is present, then PO117 is required.</li> <li>8 If PO118 is present, then PO119 is required.</li> <li>9 If PO120 is present, then PO121 is required.</li> <li>10 If PO122 is present, then PO123 is required.</li> <li>11 If PO124 is present, then PO125 is required.</li> </ol>	
<b>Semantic Notes:</b>		
<b>Comments:</b>	<ol style="list-style-type: none"> <li>1 See the Data Dictionary for a complete list of ID's.</li> <li>2 PO101 is the line item identification.</li> <li>3 PO106 through PO125 provide for ten (10) different product/service ID's per each item. For example: Case, Color, Drawing No., UPC No., ISBN No., Model No., SKU.</li> </ol>	

Data Element Summary				
	<u>Ref.</u> <u>Des.</u>	<u>Data</u> <u>Element</u>	<u>Name</u>	<u>Attributes</u>
Must Use	PO101	350	<b>Assigned Identification</b> Alphanumeric characters assigned for differentiation within a transaction set <i>Line item number</i>	<b>O AN 1/6</b>
Must Use	PO102	330	<b>Quantity Ordered</b> Quantity ordered <i>Line item quantity</i>	<b>M R 1/9</b>
Must Use	PO103	355	<b>Unit or Basis for Measurement Code</b> Code identifying the basic unit of measurement. <i>Unit of measure</i> Refer to 003010 Data Element Dictionary for acceptable code values.	<b>M ID 2/2</b>
	PO104	212	<b>Unit Price</b> Price per unit of product, service, commodity, etc. <i>Unit price/bid price</i>	<b>C R 1/14</b>
Not Used	PO105	639	<b>Basis of Unit Price Code</b>	<b>O ID 2/2</b>

		Code identifying the type of unit price for an item Refer to 003010 Data Element Dictionary for acceptable code values.		
<b>PO106</b>	<b>235</b>	<b>Product/Service ID Qualifier</b> Code identifying the type/source of the descriptive number used in Product/Service ID (234) Refer to 003010 Data Element Dictionary for acceptable code values.	<b>O</b>	<b>ID 2/2</b>
<b>PO107</b>	<b>234</b>	<b>Product/Service ID</b> Identifying number for a product or service	<b>C</b>	<b>AN 1/30</b>
<b>PO108</b>	<b>235</b>	<b>Product/Service ID Qualifier</b> Code identifying the type/source of the descriptive number used in Product/Service ID (234) Refer to 003010 Data Element Dictionary for acceptable code values.	<b>O</b>	<b>ID 2/2</b>
<b>PO109</b>	<b>234</b>	<b>Product/Service ID</b> Identifying number for a product or service	<b>C</b>	<b>AN 1/30</b>
<b>PO110</b>	<b>235</b>	<b>Product/Service ID Qualifier</b> Code identifying the type/source of the descriptive number used in Product/Service ID (234) Refer to 003010 Data Element Dictionary for acceptable code values.	<b>O</b>	<b>ID 2/2</b>
<b>PO111</b>	<b>234</b>	<b>Product/Service ID</b> Identifying number for a product or service	<b>C</b>	<b>AN 1/30</b>
<b>PO112</b>	<b>235</b>	<b>Product/Service ID Qualifier</b> Code identifying the type/source of the descriptive number used in Product/Service ID (234) Refer to 003010 Data Element Dictionary for acceptable code values.	<b>O</b>	<b>ID 2/2</b>
<b>PO113</b>	<b>234</b>	<b>Product/Service ID</b> Identifying number for a product or service	<b>C</b>	<b>AN 1/30</b>
<b>PO114</b>	<b>235</b>	<b>Product/Service ID Qualifier</b> Code identifying the type/source of the descriptive number used in Product/Service ID (234) Refer to 003010 Data Element Dictionary for acceptable code values.	<b>O</b>	<b>ID 2/2</b>
<b>PO115</b>	<b>234</b>	<b>Product/Service ID</b> Identifying number for a product or service	<b>C</b>	<b>AN 1/30</b>
<b>PO116</b>	<b>235</b>	<b>Product/Service ID Qualifier</b> Code identifying the type/source of the descriptive number used in Product/Service ID (234) Refer to 003010 Data Element Dictionary for acceptable code values.	<b>O</b>	<b>ID 2/2</b>
<b>PO117</b>	<b>234</b>	<b>Product/Service ID</b> Identifying number for a product or service	<b>C</b>	<b>AN 1/30</b>
<b>PO118</b>	<b>235</b>	<b>Product/Service ID Qualifier</b> Code identifying the type/source of the descriptive number used in Product/Service ID (234) Refer to 003010 Data Element Dictionary for acceptable code values.	<b>O</b>	<b>ID 2/2</b>

<b>PO119</b>	<b>234</b>	<b>Product/Service ID</b> Identifying number for a product or service	<b>C</b>	<b>AN 1/30</b>
<b>PO120</b>	<b>235</b>	<b>Product/Service ID Qualifier</b> Code identifying the type/source of the descriptive number used in Product/Service ID (234) Refer to 003010 Data Element Dictionary for acceptable code values.	<b>O</b>	<b>ID 2/2</b>
<b>PO121</b>	<b>234</b>	<b>Product/Service ID</b> Identifying number for a product or service	<b>C</b>	<b>AN 1/30</b>
<b>PO122</b>	<b>235</b>	<b>Product/Service ID Qualifier</b> Code identifying the type/source of the descriptive number used in Product/Service ID (234) Refer to 003010 Data Element Dictionary for acceptable code values.	<b>O</b>	<b>ID 2/2</b>
<b>PO123</b>	<b>234</b>	<b>Product/Service ID</b> Identifying number for a product or service	<b>C</b>	<b>AN 1/30</b>
<b>PO124</b>	<b>235</b>	<b>Product/Service ID Qualifier</b> Code identifying the type/source of the descriptive number used in Product/Service ID (234) Refer to 003010 Data Element Dictionary for acceptable code values.	<b>O</b>	<b>ID 2/2</b>
<b>PO125</b>	<b>234</b>	<b>Product/Service ID</b> Identifying number for a product or service	<b>C</b>	<b>AN 1/30</b>

**Segment:** **PO3 Additional Item Detail**

**Position:** 030

**Loop:** PO1 Optional

**Level:** Detail

**Usage:** Optional

**Max Use:** 25

**Purpose:** To specify additional item-related data involving variations in normal price/quantity structure

**Syntax Notes:** 1 If PO304 is present, then at least one of PO303 or PO305 is required.

**Semantic Notes:**

**Comments:**

- 1 Some examples of price/quantity variations are: price in different units from the PO1 segment, price changes by date, or price changes by quantity (break and level).
- 2 PO307 defines the unit of measure for PO306.

Data Element Summary				
	Ref.	Data		
	<u>Des.</u>	<u>Element</u>	<u>Name</u>	<u>Attributes</u>
Must Use	PO301	371	Change Reason Code	M ID 2/2
			Code specifying the reason for price or quantity change	
			<i>If entered by vendor, will be sent to sites as free form vendor comments.</i>	
			AQ	Alternate Quantity and Unit of Measure
			PC	Pack Difference
			QT	Quantity Price Break
			UM	Unit of Measure Difference
	PO302	373	Date	O DT 6/6
			Date (YYMMDD)	
			<i>Sent to site as vendor comments - free form.</i>	
	PO303	236	Price Qualifier	C ID 3/3
			Code identifying pricing specification	
			<i>Sent to site as vendor comments - free form.</i>	
			PBQ	Unit Price Beginning Quantity
	PO304	212	Unit Price	O R 1/14
			Price per unit of product, service, commodity, etc.	
			<i>Sent to site as vendor comments - free form.</i>	
	PO305	639	Basis of Unit Price Code	C ID 2/2
			Code identifying the type of unit price for an item	
			<i>Sent to site as vendor comments - free form.</i>	
			Refer to 003010 Data Element Dictionary for acceptable code values.	
Must Use	PO306	380	Quantity	M R 1/10
			Numeric value of quantity	
			<i>If entered by vendor, will be sent to sites as free form vendor comments.</i>	

<b>Must Use</b>	<b>PO307</b>	<b>355</b>	<b>Unit or Basis for Measurement Code</b>	<b>M</b>	<b>ID 2/2</b>
			Code identifying the basic unit of measurement.		
			<i>If entered by vendor, will be sent to sites as free form vendor comments.</i>		
			Refer to 003010 Data Element Dictionary for acceptable code values.		
	<b>PO308</b>	<b>352</b>	<b>Description</b>	<b>O</b>	<b>AN 1/80</b>
			A free-form description to clarify the related data elements and their content		
			<i>Sent to site as vendor comments - free form.</i>		



**Segment:** **PID** Product/Item Description

**Position:** 050

**Loop:** PID Optional

**Level:** Detail

**Usage:** Optional

**Max Use:** 1

**Purpose:** To describe a product or process in coded or free-form format

**Syntax Notes:** 1 If PID04 is present, then PID03 is required.

2 At least one of PID04 or PID05 is required.

**Semantic Notes:**

**Comments:** 1 When PID01 is "F", PID04 is not used.

2 Use PID03 to indicate the organization that publishes the code list being referred to.

3 PID04 should be used for industry-specific product description codes.

4 Use PID06 when necessary to refer to the product surface or layer being described in the segment.

#### Data Element Summary

	Ref.	Data			
	<u>Des.</u>	<u>Element</u>	<u>Name</u>		<u>Attributes</u>
Must Use	PID01	349	Item Description Type		M ID 1/1
			Code indicating the format of a description		
			<i>If entered by vendor, will be sent to sites as free form vendor comments.</i>		
			F Free-form		
Not Used	PID02	750	Product/Process Characteristic Code	O	ID 2/3
			Code specifying the product or process characteristic being described.		
			Refer to 003010 Data Element Dictionary for acceptable code values.		
Not Used	PID03	559	Agency Qualifier Code	C	ID 2/2
			Code identifying the agency assigning the code values		
			Refer to 003010 Data Element Dictionary for acceptable code values.		
Not Used	PID04	751	Product Description Code	C	ID 1/12
			A code from an industry code list which provides specific data about a product characteristic		
	PID05	352	Description	C	AN 1/80
			A free-form description to clarify the related data elements and their content		
			<i>If entered by vendor, will be sent to sites as free form vendor comments.</i>		
Not Used	PID06	752	Surface/Layer/Position Code	O	ID 2/2
			Code indicating the product surface, layer or position that is being described		
			Refer to 003010 Data Element Dictionary for acceptable code values.		

**Segment:** **MEA** Measurements

**Position:** 060

**Loop:** PID Optional

**Level:** Detail

**Usage:** Optional

**Max Use:** 10

**Purpose:** To specify physical measurements, including dimension tolerances, weights and counts.

- Syntax Notes:**
- 1 At least one of MEA03 MEA05 MEA06 or MEA08 is required.
  - 2 If MEA03 is present, then MEA04 is required.
  - 3 If MEA05 is present, then MEA04 is required.
  - 4 If MEA06 is present, then MEA04 is required.
  - 5 If MEA07 is present, then MEA03 is required.
  - 6 Only one of MEA08 or MEA03 may be present.

**Semantic Notes:**

**Comments:**

- 1 When citing dimensional tolerances, any measurement requiring a sign (+ or -), or any measurement where a positive (+) value cannot be assumed, use MEA05 as the negative (-) value and MEA06 as the positive (+) value.

#### Data Element Summary

Ref.	Data		
<u>Des.</u>	<u>Element</u>	<u>Name</u>	<u>Attributes</u>
MEA01	737	Measurement Reference ID Code	O ID 2/2
		Code specifying the application of physical measurement cited.	
		<i>Sent to site as vendor comments - free form.</i>	
		Refer to 003010 Data Element Dictionary for acceptable code values.	
MEA02	738	Measurement Qualifier	O ID 1/3
		Code identifying the type of measurement.	
		<i>Sent to site as vendor comments - free form.</i>	
		Refer to 003010 Data Element Dictionary for acceptable code values.	
MEA03	739	Measurement Value	C R 1/10
		The value of the measurement	
		<i>Sent to site as vendor comments - free form.</i>	
MEA04	355	Unit or Basis for Measurement Code	C ID 2/2
		Code identifying the basic unit of measurement.	
		<i>Sent to site as vendor comments - free form.</i>	
		Refer to 003010 Data Element Dictionary for acceptable code values.	
Not Used	MEA05	740 Range Minimum	C R 1/10
		The value specifying the minimum of the measurement range	
Not Used	MEA06	741 Range Maximum	C R 1/10
		The value specifying the maximum of the measurement range	
Not Used	MEA07	935 Measurement Significance Code	O ID 2/2

			Code used to benchmark, qualify or further define a measurement value Refer to 003010 Data Element Dictionary for acceptable code values.
<b>Not Used</b>	<b>MEA08</b>	<b>936</b>	<b>Measurement Attribute Code</b> <b>C ID 2/2</b> Code used to express an attribute response when a numeric measurement value cannot be determined Refer to 003010 Data Element Dictionary for acceptable code values.
<b>Not Used</b>	<b>MEA09</b>	<b>752</b>	<b>Surface/Layer/Position Code</b> <b>O ID 2/2</b> Code indicating the product surface, layer or position that is being described Refer to 003010 Data Element Dictionary for acceptable code values.

**Segment:** **PO4** Item Physical Details

**Position:** 090

**Loop:** PO1 Optional

**Level:** Detail

**Usage:** Optional

**Max Use:** 1

**Purpose:** To specify the physical qualities, packaging, weights, and dimensions relating to the item

- Syntax Notes:**
- 1 If PO402 is present, then PO403 is required.
  - 2 If PO405 is present, then at least one of PO406 or PO407 is required.
  - 3 If PO408 is present, then PO409 is required.
  - 4 If PO413 is present, then at least one of PO410 PO411 or PO412 is required.

**Semantic Notes:**

- Comments:**
- 1 PO403 - The "Unit of Measure Code" (Element #355) in this segment position is for purposes of defining the pack (PO401) /size (PO402) measure which indicates the quantity in the inner pack unit. Example: If the carton contains 24 12-Ounce packages, it would be described as follows: Element 356 = 24; Element 357 = 12; Element 355 = OZ.
  - 2 PO410 defines the unit of measure for PO408, PO409, and PO410.

**Data Element Summary**

Ref.	Data		
<u>Des.</u>	<u>Element</u>	<u>Name</u>	<u>Attributes</u>
PO401	356	Pack	O N0 1/6
		Number of inner pack units per outer pack unit	
		<i>Sent to site as vendor comments - free form.</i>	
PO402	357	Size	O R 1/8
		Size of supplier units in pack	
		<i>Sent to site as vendor comments - free form.</i>	
PO403	355	Unit or Basis for Measurement Code	C ID 2/2
		Code identifying the basic unit of measurement.	
		<i>Sent to site as vendor comments - free form.</i>	
		Refer to 003010 Data Element Dictionary for acceptable code values.	
PO404	103	Packaging Code	O ID 5/5
		Code identifying the type of packaging; Part 1: Packaging Form, Part 2: Packaging Material	
		<i>Sent to site as vendor comments - free form.</i>	
		Refer to 003010 Data Element Dictionary for acceptable code values.	
PO405	187	Weight Qualifier	O ID 1/2
		Code defining the type of weight	
		<i>Sent to site as vendor comments - free form.</i>	
		Refer to 003010 Data Element Dictionary for acceptable code values.	

PO406	384	<b>Gross Weight per Pack</b>	C	R 1/9
		Numeric value of gross weight per pack		
		<i>Sent to site as vendor comments - free form.</i>		
PO407	355	<b>Unit or Basis for Measurement Code</b>	C	ID 2/2
		Code identifying the basic unit of measurement.		
		<i>Sent to site as vendor comments - free form.</i>		
		Refer to 003010 Data Element Dictionary for acceptable code values.		
PO408	385	<b>Gross Volume per Pack</b>	O	R 1/9
		Numeric value of gross volume per pack		
		<i>Sent to site as vendor comments - free form.</i>		
PO409	355	<b>Unit or Basis for Measurement Code</b>	C	ID 2/2
		Code identifying the basic unit of measurement.		
		<i>Sent to site as vendor comments - free form.</i>		
		Refer to 003010 Data Element Dictionary for acceptable code values.		
PO410	82	<b>Length</b>	C	R 1/8
		Largest horizontal dimension of an object measured when the object is in the upright position		
		<i>Sent to site as vendor comments - free form.</i>		
PO411	189	<b>Width</b>	C	R 1/8
		Shorter measurement of the two horizontal dimensions measured with the object in the upright position		
		<i>Sent to site as vendor comments - free form.</i>		
PO412	65	<b>Height</b>	C	R 1/8
		Vertical dimension of an object measured when the object is in the upright position		
		<i>Sent to site as vendor comments - free form.</i>		
PO413	355	<b>Unit or Basis for Measurement Code</b>	O	ID 2/2
		Code identifying the basic unit of measurement.		
		<i>Sent to site as vendor comments - free form.</i>		
		Refer to 003010 Data Element Dictionary for acceptable code values.		

**Segment:** **REF** Reference Numbers  
**Position:** 100  
**Loop:** PO1 Optional  
**Level:** Detail  
**Usage:** Optional  
**Max Use:** 12  
**Purpose:** To specify identifying numbers.  
**Syntax Notes:** 1 At least one of REF02 or REF03 is required.  
**Semantic Notes:**  
**Comments:**  
**Notes:** *REF Segment is sent to site as vendor comments - free form*

#### Data Element Summary

	<u>Ref.</u>	<u>Data</u>	<u>Name</u>	<u>Attributes</u>
	<u>Des.</u>	<u>Element</u>		
Must Use	REF01	128	Reference Number Qualifier	M ID 2/2
			Code qualifying the Reference Number.	
			<i>If entered by vendor, will be sent to sites as free form vendor comments.</i>	
			CR	Customer Reference Number
			CT	Contract Number
	REF02	127	Reference Number	C AN 1/30
			Reference number or identification number as defined for a particular Transaction Set, or as specified by the Reference Number Qualifier.	
			<i>If entered by vendor, will be sent to sites as free form vendor comments.</i>	
	REF03	352	Description	C AN 1/80
			A free-form description to clarify the related data elements and their content	
			<i>If entered by vendor, will be sent to sites as free form vendor comments.</i>	

**Segment:** **FOB F.O.B. Related Instructions**

**Position:** 180

**Loop:** PO1 Optional

**Level:** Detail

**Usage:** Optional

**Max Use:** 1

**Purpose:** To specify transportation instructions relating to shipment

**Syntax Notes:**

- 1 If FOB03 is present, then FOB02 is required.
- 2 If FOB04 is present, then FOB05 is required.
- 3 If FOB07 is present, then FOB06 is required.
- 4 If FOB08 is present, then FOB09 is required.

**Semantic Notes:**

**Comments:**

- 1 FOB01 indicates which party will pay the carrier.
- 2 FOB02 is the code specifying transportation responsibility location.
- 3 FOB06 is the code specifying title passage location.
- 4 FOB08 is the code specifying the point at which the risk of loss transfers. This may be different than the location specified in FOB02/FOB03 and FOB06/FOB07.

**Data Element Summary**

	<u>Ref.</u>	<u>Data</u>	<u>Attributes</u>
	<u>Des.</u>	<u>Element</u> <u>Name</u>	
Must Use	FOB01	146 <b>Shipment Method of Payment</b>	M ID 2/2
		Code identifying payment terms for transportation charges	
		<i>Sent to site as vendor comments - free form.</i>	
		DF Defined by Buyer and Seller	
	FOB02	309 <b>Location Qualifier</b>	C ID 1/2
		Code identifying type of location	
		<i>Sent to site as vendor comments - free form.</i>	
		OR Origin (Shipping Point)	
		ZZ Mutually Defined	
	FOB03	352 <b>Description</b>	O AN 1/80
		A free-form description to clarify the related data elements and their content	
		<i>Sent to site as vendor comments - free form.</i>	
Not Used	FOB04	334 <b>Transportation Terms Qualifier Code</b>	O ID 2/2
		Code identifying the source of the transportation terms	
		Refer to 003010 Data Element Dictionary for acceptable code values.	
Not Used	FOB05	335 <b>Transportation Terms Code</b>	C ID 3/3
		Code identifying the trade terms which apply to the shipment transportation responsibility	
		Refer to 003010 Data Element Dictionary for acceptable code values.	
Not Used	FOB06	309 <b>Location Qualifier</b>	C ID 1/2

			Code identifying type of location Refer to 003010 Data Element Dictionary for acceptable code values.	
<b>Not Used</b>	<b>FOB07</b>	<b>352</b>	<b>Description</b> A free-form description to clarify the related data elements and their content	<b>O AN 1/80</b>
<b>Not Used</b>	<b>FOB08</b>	<b>54</b>	<b>Risk of Loss Qualifier</b> Code specifying where responsibility for risk of loss passes Refer to 003010 Data Element Dictionary for acceptable code values.	<b>O ID 2/2</b>
<b>Not Used</b>	<b>FOB09</b>	<b>352</b>	<b>Description</b> A free-form description to clarify the related data elements and their content	<b>C AN 1/80</b>



**Segment:** **DTM** Date/Time Reference  
**Position:** 200  
**Loop:** PO1 Optional  
**Level:** Detail  
**Usage:** Optional  
**Max Use:** 10  
**Purpose:** To specify pertinent dates and times  
**Syntax Notes:** 1 At least one of DTM02 or DTM03 is required.  
**Semantic Notes:**  
**Comments:**

Data Element Summary				
	Ref.	Data		
	<u>Des.</u>	<u>Element</u>	<u>Name</u>	<u>Attributes</u>
Must Use	DTM01	374	Date/Time Qualifier	M ID 3/3
Code specifying type of date or time, or both date and time				
<i>If entered by vendor, will be sent to sites as free form vendor comments.</i>				
		036	Expiration	
			Date coverage expires	
			<i>Sent in vendor comments as expiration date of Federal Supply Schedule.</i>	
		075	Promised for Delivery (Prior to and Including)	
	DTM02	373	Date	C DT 6/6
			Date (YYMMDD)	
			<i>If entered by vendor, will be sent to sites as free form vendor comments.</i>	
Not Used	DTM03	337	Time	C TM 4/4
			Time expressed in 24-hour clock time (HHMMSS) (Time range: 000000 through 235959)	
Not Used	DTM04	623	Time Code	O ID 2/2
			Code identifying the time. In accordance with International Standards Organization standard 8601, time can be specified by a + or - and an indication in hours in relation to Universal Time Coordinate (UTC) time; since + is a restricted character, + and - are substituted by P and M in the codes that follow	
			Refer to 003010 Data Element Dictionary for acceptable code values.	

**Segment:** **SCH** Line Item Schedule

**Position:** 220

**Loop:** PO1 Optional

**Level:** Detail

**Usage:** Optional

**Max Use:** 104

**Purpose:** To specify the data for scheduling a specific line-item

**Syntax Notes:** 1 If SCH03 is present, then SCH04 is required.

2 If SCH09 is present, then SCH08 is required.

**Semantic Notes:**

**Comments:** 1 SCH05 specifies the interpretation to be used for SCH06 and SCH07.

**Data Element Summary**

	<u>Ref.</u>	<u>Data</u>	<u>Name</u>	<u>Attributes</u>
	<u>Des.</u>	<u>Element</u>		
Must Use	SCH01	380	<b>Quantity</b> Numeric value of quantity <i>If used by vendor, will be sent to site as vendor comments.</i>	<b>M R 1/10</b>
Must Use	SCH02	355	<b>Unit or Basis for Measurement Code</b> Code identifying the basic unit of measurement. <i>If used by vendor, will be sent to site as vendor comments.</i> Refer to 003010 Data Element Dictionary for acceptable code values.	<b>M ID 2/2</b>
Not Used	SCH03	98	<b>Entity Identifier Code</b> Code identifying an organizational entity or a physical location. Refer to 003010 Data Element Dictionary for acceptable code values.	<b>O ID 2/2</b>
Not Used	SCH04	93	<b>Name</b> Free-form name	<b>C AN 1/35</b>
Must Use	SCH05	374	<b>Date/Time Qualifier</b> Code specifying type of date or time, or both date and time <i>If used by vendor, will be sent to site as vendor comments.</i> Refer to 003010 Data Element Dictionary for acceptable code values.	<b>M ID 3/3</b>
Must Use	SCH06	373	<b>Date</b> Date (YYMMDD) <i>If used by vendor, will be sent to site as vendor comments.</i>	<b>M DT 6/6</b>
Not Used	SCH07	337	<b>Time</b> Time expressed in 24-hour clock time (HHMMSS) (Time range: 000000 through 235959)	<b>O TM 4/4</b>
Not Used	SCH08	374	<b>Date/Time Qualifier</b> Code specifying type of date or time, or both date and time Refer to 003010 Data Element Dictionary for acceptable code values.	<b>C ID 3/3</b>
Not Used	SCH09	373	<b>Date</b>	<b>O DT 6/6</b>

			Date (YYMMDD)	
Not Used	SCH10	337	Time	O TM 4/4
			Time expressed in 24-hour clock time (HHMMSS) (Time range: 000000 through 235959)	

**Segment:** **CTT Transaction Totals**

**Position:** 010

**Loop:**

**Level:** Summary

**Usage:** Mandatory

**Max Use:** 1

**Purpose:** To transmit a hash total for a specific element in the transaction set

**Syntax Notes:** 1 If CTT03 is present, then CTT04 is required.

2 If CTT05 is present, then CTT06 is required.

**Semantic Notes:**

**Comments:** 1 This segment is intended to provide hash totals to validate transaction completeness and correctness.

**Data Element Summary**

	<b>Ref.</b>	<b>Data</b>	<b>Attributes</b>
	<b><u>Des.</u></b>	<b><u>Element</u> <u>Name</u></b>	
<b>Must Use</b>	<b>CTT01</b>	<b>354 Number of Line Items</b>	<b>M N0 1/6</b>
		Total number of line items in the transaction set	
	<b>CTT02</b>	<b>347 Hash Total</b>	<b>O R 1/10</b>
		Sum of values of the specified data element. All values in the data element will be summed without regard to decimal points (explicit or implicit) or signs. Truncation will occur on the left most digits if the sum is greater than the maximum size of the hash total of the data element.	
		Example:	
		-.0018 First occurrence of value being hashed. .18 Second occurrence of value being hashed. 1.8 Third occurrence of value being hashed. 18.01 Fourth occurrence of value being hashed. ----- 1855 Hash total prior to truncation. 855 Hash total after truncation to three-digit field.	
<b>Not Used</b>	<b>CTT03</b>	<b>81 Weight</b>	<b>O R 1/8</b>
		Numeric value of weight	
<b>Not Used</b>	<b>CTT04</b>	<b>355 Unit or Basis for Measurement Code</b>	<b>C ID 2/2</b>
		Code identifying the basic unit of measurement.	
		Refer to 003010 Data Element Dictionary for acceptable code values.	
<b>Not Used</b>	<b>CTT05</b>	<b>183 Volume</b>	<b>O R 1/8</b>
		Value of volumetric measure	
<b>Not Used</b>	<b>CTT06</b>	<b>355 Unit or Basis for Measurement Code</b>	<b>C ID 2/2</b>
		Code identifying the basic unit of measurement.	
		Refer to 003010 Data Element Dictionary for acceptable code values.	
<b>Not Used</b>	<b>CTT07</b>	<b>352 Description</b>	<b>O AN 1/80</b>
		A free-form description to clarify the related data elements and their content	

**Segment:** **AMT** Monetary Amount  
**Position:** 015  
**Loop:**  
**Level:** Summary  
**Usage:** Optional  
**Max Use:** 1  
**Purpose:** To indicate the total monetary amount  
**Syntax Notes:**  
**Semantic Notes:**  
**Comments:** 1 If segment AMT is used in Table 2 of the 850, 855, 860 or 865 transaction sets, then AMT01 = 01. If it is used in Table 3 of those transaction sets, then AMT01 = TT.  
**Notes:** *This segment is read by gateway but not processed and sent to sites.*

Data Element Summary				
	<u>Ref.</u> <u>Des.</u>	<u>Data</u> <u>Element</u>	<u>Name</u>	<u>Attributes</u>
Must Use	AMT01	522	Amount Qualifier Code Code to qualify amount TT Total Transaction Amount	M ID 1/2
Must Use	AMT02	782	Monetary Amount Monetary amount	M R 1/15

**Segment:** **SE** Transaction Set Trailer  
**Position:** 020  
**Loop:**  
**Level:** Summary  
**Usage:** Mandatory  
**Max Use:** 1  
**Purpose:** To indicate the end of the transaction set and provide the count of the transmitted segments (including the beginning (ST) and ending (SE) segments).

**Syntax Notes:**  
**Semantic Notes:**

**Comments:** 1 SE is the last segment of each transaction set.

#### Data Element Summary

	Ref.	Data		
	<u>Des.</u>	<u>Element</u>	<u>Name</u>	<u>Attributes</u>
Must Use	SE01	96	Number of Included Segments	M N0 1/6
			Total number of segments included in a transaction set including ST and SE segments	
Must Use	SE02	329	Transaction Set Control Number	M AN 4/9
			Identifying control number assigned by the originator for a transaction set.	